

**WORKFORCE PARTNERSHP OF GREATER RHODE ISLAND
BOARD OF DIRECTORS MEETING
NOVEMBER 14, 2007**

MINUTES

Members Present:

**Everett Amaral Vincent Balasco Joseph Cannon
Diane Cook Robert Cooper Joseph Crowley
Joseph DeRoches Joeseeph DiPina Cynthia Farrell
Christine Grieco Paul Harden Diane Karcz
Steven Kitchin Etalvina Leite Susan O'Donnell
Scott Seaback Pat Talin Andrew Tyska
Paul Ouellette Fred Ricci Edward Sneesby
Johan Uvin Ernie Vergano Kimberly Weiss
Steven Wilson Vanessa Cooley**

Members Absent:

**Joe DeSantis Raymond Filippone John Iaderosa
Jane Nugent Fred Pendlebury Betty Pleacher
Darrell Waldron**

Guests Present:

**Sandra Powell John O'Hare David Tremblay
Lori Norris J. Michael Koback Steve Schaeffer
Joanne Soprano Kathy Partington Gail Theriault**

Marie DeRoche

Staff Present:

Dottie Miller Nick Ucci Arthur Jodoin

Carlos Ribeiro Maureen Palumbo Marsha McDowell

With a quorum present, Chair Steve Kitchin called the meeting to order at 8:05 AM and asked the members to review the minutes of the September 11, 2007 Board Meeting.

A motion was entered to approve the minutes of the September 11, 2007 WPGRI Board meeting.

VOTE: Joe Crowley moved to approve, Pat Talin seconded. All approved, the motion passed.

CHAIRMAN'S REPORT

Chair Steve Kitchin announced Frank Sullivan's resignation from the WPGRI Board and read his letter to the members. He stated that, due to Frank's resignation, he had appointed Joseph Cannon as the new Chair of the Youth Council. He added that he had also appointed Sue Babin as Vice Chair. Chairman Kitchin then read a letter to be sent to Mr. Sullivan from Chair Joseph Cannon on behalf of the Youth Council and the WPGRI Board thanking him for his service to them both. Chairman Kitchin then informed the members of another resignation letter from Muriel Morrisette. He acknowledged that

Muriel was in attendance and asked her to say a few words. Ms. Morrisette stated that she had enjoyed her tenure as a member and was pleased to have the opportunity to represent the Biotech Industry.

Chairman Kitchin directed the Board's attention to the Consent Agenda in the meeting packet. He informed the members that due to a procedural problem with posting the Board Meeting Notice on the Secretary of State's Web Site, the items that were voted on at that meeting would have to be voted on again. He stated that because the Board had approved all the items at the September meeting, he recommended the Board approve the Consent Agenda in its entirety instead of voting on each item separately. He went on to say that the four Consent Agenda Items were as follows:

Item #1: WPGRI Executive Director Position

**Extending the Acting Executive Director position thru
January 31, 2008**

Item #2: WIA Services Contract Agreement

The awarding of \$930,000 for netWORKri services

Item #3: WIA Corporate Contract Agreement

**The awarding of \$204,000 for the 501C-3 operational
expenses.**

Item #4: Youth Center Proposal Recommendation

**To award a contract in the amount of \$240,000 to Cranston
Community**

Action Program (CCAP) to establish a Youth Center in Pawtucket

A motion was entered to approve the Consent Agenda Items.

VOTE: Paul Harden moved to approve, Pat Talin seconded. All approved, the motion passed.

Regarding the letter to the Congressional Delegation on the requirements that had been placed on the on-the-job training program, Chairman Kitchin reported that he would be meeting with John O'Hare and staff in the State Workforce Investment Office (SWIO) later in the day to further revisit that issue.

Chairman Kitchin went on to say that Representative McKeon from California had filed another WIA Reauthorization bill. He explained that McKeon was the ranking Republican member of the House Committee. Chairman Kitchin stated that his version didn't appear to have all the items that the Senate had problems with.

DIRECTOR'S REPORT

Dottie Miller called on Kathy Partington to provide the Board with an update on One Stop Reorganization. Kathy reminded the members that a committee was formulated a couple years back to do an in-depth analysis of the One Stop System and develop recommendations for improvement. She explained that the

committee included members of the Governor's Workforce Board-RI (GWB) staff and Department of Labor and Training (DLT) staff. She added that recommendations to come out of the committee included closing the Warren and Wakefield offices and developing a presence in the Newport area. She stated that the Warren and the Wakefield Centers would close on November 30, 2007. She added that the impending lay off of State employees on November 15, 2007 made the process more difficult. She added that this unforeseen impact on the plan would require additional assessment of services after that date. Dottie Miller stated she wished to take this opportunity to commend WPGRI staff for their diligence and hard work during this pressing time.

With regard to the Corporate Audit Report for FY05, Dottie Miller turned the meeting over to Ernie Vergano, Chair of the Finance Committee. Mr. Vergano directed the Board's attention to the Financial Statements completed by Kahn, Litwin, Renza & Co., Ltd. for the period ending June 30, 2005. Chairman Kitchin reminded the Board that the audit covered the 501C-3 Corporation which represented only a minority portion of the WPGRI funding. Chairman Vergano reviewed the Financial Statements for the members.

There being no questions on the audit, a motion was entered to approve the Audit Report for the period ending June 30, 2005.

VOTE: Ernie Vergano moved to approve, Pat Talin seconded. All

approved, the motion passed.

Chairman Vergano then stated that the Finance Committee had reviewed and approved the proposal from Kahn, Litwin, Renza & Co., Ltd. to have the firm do the audits for FY06 and FY07 consecutively for a cost of \$14,350 per year.

A motion was entertained to approve the entering into a contract with Kahn, Litwin, Renza & Co., Ltd. to have that firm do the audits for FY06 and FY07 consecutively for a total cost of \$28,700.

VOTE: Pat Talin moved to approve, Paul Ouellette seconded. All approved, the motion passed.

COMMITTEE REPORTS

Strategic Development

Chair Paul Harden reminded the members that two new policies were discussed at the September Board Meeting. He explained the one was entitled Prerequisites for Enrollment in WIA-Funded Training Programs and the second, WPGRI Supportive Services Policy for WIA Adults and Dislocated Workers. Board member Robert Cooper raised concern with the language in the Prerequisites for Enrollment Policy which required medical exams before entering some training programs. Paul explained that he and staff had conducted research and had met with Board member Cooper and found that DOL

regulations prohibited the requirement of medical exams. The group agreed on language revisions for the policy to state that a counselor may discuss the physical requirements needed for the training to make the candidate aware. Included with the two policies was the WIA Two-Year Plan Modification which defines in numbers who the WPGRI Board is going to serve, and will also include the two new policies. The numbers in the Modification are more specific than in the general Plan.

A motion was entered to approve Policy PY07-02, WPGRI Supportive Services Policy for WIA Adults & Dislocated Workers.

VOTE: Paul Harden moved to approve, seconded by Paul Ouellette.

All approved

except for Kimberly Weiss who recused herself.

A motion was entered to approve Policy PY07-01, Prerequisites for Enrollment in WIA-funded Training Programs.

VOTE: Paul Harden moved to approve, seconded by Pat Talin. All approved except for Kimberly Weiss who recused herself.

A motion was entered to approve the WPGRI WIA Two-Year Plan Modification.

VOTE: Paul Harden moved to approve, seconded by Pat Talin. All

approved

except for Kimberly Weiss who recused herself.

Youth Council

Chair Joe Cannon announced that The Governor's Workforce Board-RI (GWB) had approved a \$3 million allocation for Job Development Funds (JDF) to support statewide youth programs for PY08. The funds will be distributed between the two Workforce Investment Boards (WIBs). He reported that the Pawtucket Youth Center will open at the end of November at netWORKri with a satellite unit in the Woodlawn Community Center. Enrollments in the current program, five months into the program, are about 50% ahead of schedule. Carlos Ribeiro reported on the Youth RFP for PY08 being issued on November 16, 2007. Vendors can respond to any of the following three parts of the RFP:

Type A – WIA Programs

Type B – Satellite Sites/Youth Centers

Type C – Components/A la carte Programs

The Youth Council is presently recruiting volunteer readers and raters for the RFPs. Board members were encouraged to enlist as readers just to get a better handle on how the programs operate.

Board Development

Chair Paul Ouellette thanked the new Board members who were able to participate in the Board Orientation Session, and hoped that it was helpful for them. He also asked those members who had not yet

turned in their profiles to please do so. New Board members were encouraged to look at the committees in order to choose one to participate in. Chair Steve Kitchen mentioned that the search for chair of the Quality Assurance Committee is still taking place.

PRESENTATION – RIEDC Executive Director, Saul Kaplan

Mr. Kaplan opened the discussion by first giving the Board members some background on his former positions. The theme of Mr. Kaplan's presentation was to discuss how the Economic Development Corporation, along with its partners, could create a positive future for the state and a strong economy by creating high wage jobs. A question and answer period followed.

With no other business to be discussed, the meeting adjourned at 9:50 AM.

Respectfully submitted,
Marsha McDowell